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# Fort Hays State University Faculty Senate Minutes, January 10, 1977

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## FACULTY SENATE MINUTES

January 10, 1977

The President of the Faculty Senate, Dr. Votaw, called the meeting to order at 3:30 p.m. in the Santa Fe Room of the Memorial Union.

The Secretary called the Senate Roll and the following members were present: Mr. Frank Nichols, Dr. Clifford Edwards, Ms. Leona Pfeifer, Mr. Robert Brown, Dr. Lewis Miller, Dr. Steven Tramel, Dr. Lloyd Frerer, Dr. Wallace Harris, Mr. Elton Schroder, Dr. John Watson, Dr. Ed Shearer, Dr. Richard Zakrzewski, Dr. Charles Votaw, Ms. Ellen Veed, Dr. Stanley Robertson, Mr. Dale Peier, Ms. Vera Thomas, Dr. Allan Busch, Mr. Richard Heil, Dr. Ron Smith, Ms. Donna Harsh, Ms. Orvene Johnson, Ms. June Krebs, Mr. Glenn Ginther, Ms. Rose Brungardt.

Those absent were: Mr. Mike Walker, Dr. Sue Trauth, Mr. Keith Campbell, Dr. Louis Fillinger, Dr. Billy Daley, Mr. Edgar McNeil, Ms. Esta Lou Riley, Mr. Donald Jacobs, Mr. Daniel Rupp.

Also present were: Mr. Bill Rickman for Rupp, Mr. Mac Reed for Riley.

Dr. Votaw called for additions or corrections to the minutes of the Special Meeting, November 22, 1976, and to those of the meeting, December 7, 1976. He continued by stating that the clarification called for in the Special Meeting by Dr. Walker is given in the latest Announcements. Minor corrections should be made to those minutes as follows: page one, line five, add the word "was" to read "the college was approached"; line ten, insert a slash between "Health Services" and "Educational Activities"; page two, paragraph two, first sentence, for "by" read "be"; in the Appendix, Interpersonal Communications should be Speech "104" and Speech 105 the alternative.

With no objections, the minutes of the Special Meeting were approved as corrected.

For the minutes of the previous meeting (December 7th) Dr. Votaw requested they be approved with any typographical errors to be corrected later.

Dr. Busch added that the Attachment to those minutes was reproduced without editing.

There being no objections, the minutes of the previous meeting were approved as distributed with any typographical errors to be corrected later.

Dr. Votaw then directed that his Announcements be entered in the minutes as follows:

1. The President has asked that the withdrawal policy, and possible changes, be discussed with representatives of the students in an attempt to resolve the differences in the two viewpoints. (The Student Senate sent the President a resolution opposing the change in the withdrawal policy.) I have discussed this with Ms. Sandy Johnson and further discussions will be held after school begins.

2. The Tenure Committee met after the tenure hearings to discuss the procedures involved in the process. Some notes from this meeting are appended as Tenure Hearing Notes.

3. The search for a Dean of the School of Nursing is now underway, with Dean Rice as chairman of the search committee.

4. The Kansas State Education Commission has projected enrollments for 1985 which show enrollment changes as follows:

KU	- 5.8%
KSU	- 3.1%
WSU	- 4.4%
EKSC	-30.9%
FHKSC	-24.2%
KSCP	-27.8%
Comm. Colleges.	+14.0%

5. A salary comparison survey of 18 schools in our peer group, as approved by the Board of Regents, shows FHS as sixteenth at the rank of Professor, seventeenth at Associate and Assistant Professor, and eighteenth at Instructor. We are ahead of EKSC and Kearney at the rank of Professor. Western State College in Colorado at Associate Professor and Kearney at Assistant Professor.
6. Dr. Forsythe has pointed out that the Code of Professional Ethics was only considered on November 11, 1971, but was tabled and not passed as previously reported. (i.e., I goofed.)
7. In response to Cyrel Foote's minority studies proposal, Ron Fundis has compiled a list of over 50 courses, in 9 departments, which contain "minority or cross-cultural content." I have a copy, if you would like one. This will, presumably, be incorporated in any proposal resulting from deliberations concerning Mr. Foote's proposal.
8. Due to vacations and other scheduling problems, no decisions have been made regarding appointments to Student Senate committees.
9. The next regularly scheduled Faculty Senate meeting will be at 3:30 p.m. in the Santa Fe Room of the Union on February 8, 1977.
10. Dr. Walker would like to avoid a possible misinterpretation of his comments as recorded in the last 2 sentences of the next-to-last paragraph of the first page of the Faculty Senate minutes of November 22, 1976. The KU program carries no general education courses at the med center, but will accept as much as 37 hours of academic credit toward a degree. Any such hours earned in their program in radiology at the med center would be professional course credit.

## TENURE HEARING NOTES-1976

1. The Tenure Committee agreed that the hearings worked very well.
2. The Committee found it helpful to have some faculty carry-over on the Committee. However, the Committee also felt that this should not be a requirement when future committees are formed. The selection of the membership and the procedure as outlined in the recommendation of the Senate to the President in December of this year appear to be adequate to maintain the machinery to continue to have the hearings run smoothly.
3. The Committee felt that a more standard check list of materials would be desirable and offers the following to assist the Department Chairmen and the Deans in the preparation of materials for review:
  - a. The Department Chairman's recommendation listing the strengths and weaknesses of the candidates being reviewed.
  - b. A self-evaluation statement by the candidates being reviewed.
  - c. A comprehensive vita.
  - d. Student evaluations, preferably in summary form, but with individual comments.
  - e. Peer evaluations.
  - f. Service, to both College and community, to include such things as effectiveness as student advisor.
  - g. Other, to include syllabi, sample papers, tests, etc.
  - h. A recommendation from the Dean.
4. The Committee should be presented only those materials for evaluation which are clearly delineated tenure concerns, such as, teaching effectiveness, research productivity, and service. It should not be presented materials nor should it be asked to review information which documents administrative performance.
5. The Tenure hearings should begin earlier in the semester to eliminate the pressures of time. This would permit the Committee members to seek additional information and to allow for additional time to reach decisions.
6. When the Committee schedules its hearings, it should allow at least 30 minutes prior to the appearance of the Deans and Department Chairmen to conduct its housekeeping chores.

Dr. Votaw then called for Committee Reports.



Dr. Zakrzewski reported for the Academic Affairs Committee by introducing the following courses for the Senate's approval:

Math 161 - Basic Programming  
 Physics 204 - Basic Physics  
 Speech 248 - Cinematography I  
 Speech 548 - Cinematography II  
 Speech 540 - Social Issues and Broadcasting  
 Speech 549 - Broadcast Management and Sales  
 Agriculture 115 - Elements of Poultry Production  
 Agriculture 218 - Breeds of Livestock  
 Agriculture 319 - Consumers Guide to the Meat Industry  
 Agriculture 320 - Grain Handling and Accounting  
 Agriculture 321 - Agricultural Law  
 Agriculture 408 - Sheep Production  
 Agriculture 408 - Sheep Production Laboratory

Dr. Zakrzewski then moved the Senate's approval of those courses. Mr. Schroder seconded the motion.

There being no discussion, Dr. Votaw put the question and it carried.

Dr. Zakrzewski added that the proposed course, Agriculture 333 - Field Study of Agricultural Resources, was not recommended by the committee as it was directed primarily to non-agricultural students and, therefore, not a viable course in the committee's estimation.

Dr. Zakrzewski continued with his report by introducing the committee's recommendation on the Bachelor of Science degree requirements. He stated that some students in the sciences are unable to graduate with a BS degree because of the Registrar's interpretation of the catalog requirements for the B.S. The catalog presently reads that to graduate with a BS one must complete thirty hours in one science field or fulfill a major in one science field and complete an additional twenty hours in the sciences. There are many students who have double majors in science fields, with thirty or more hours in each field, but who were not granted a BS degree because they did not complete an additional twenty hours in science fields beyond the double major. Theoretically, those students who have a double major in the sciences would have to complete eighty hours in the sciences for the BS rather than the stated minimum of fifty hours. To avoid the extra burden in completing a BS degree, the committee recommends that students who complete a double major in science fields need not enroll in an additional twenty hours of science courses to meet the BS requirements. He moved that the same be added to the present catalog policy. Dr. Frerer seconded the motion.

There being no discussion, Dr. Votaw put the question and it carried.

Dr. Zakrzewski then presented the committee's recommendation on the minority studies proposal brought to the Senate by Cyrel Foote. The committee recommends that as there are no specific proposals of an academic nature, the matter should be referred to the Student Affairs Committee or an ad hoc committee. If a program

is decided upon, the Academic Affairs Committee would consider such proposals at that time. He moved that the minority studies proposal be referred to the Student Affairs Committee. Dr. Busch seconded the motion.

There being no discussion, Dr. Votaw put the question and it carried.

Dr. Zakrzewski continued his report by stating that after the Academic Affairs Committee met with members of the General Education Committee and other interested parties, the Academic Affairs Committee recommends to the Senate the following:

- (a) The General Education Committee be discontinued,
- (b) the Academic Affairs Committee of the Faculty Senate handle most of the matters currently handled by the General Education Committee,
- (c) the Dean of Arts and Sciences continue to advise those students enrolled in the Bachelor of General Studies degree program and,
- (d) student academic appeals should be taken to the Registrar's Committee designed for that purpose.

Dr. Zakrzewski moved the same and Dr. Edwards seconded the motion.

Dr. Votaw called for discussion and asked if there is a committee for appeals from the Registrar's decisions?

Dr. Zakrzewski answered there is such a committee.

Dr. Frerer asked why some appeals go to that committee and others to the General Education Committee?

Dr. Zakrzewski replied that the General Education Committee has apparently heard student appeals on questions of general education courses; there were two such appeals last year. If students could not receive satisfaction from the Registrar on such courses, petition has been possible to the General Education Committee. The Academic Affairs Committee believes it better that all student appeals involving the Registrar's decisions be directed to one committee established for the purpose of hearing appeals.

Dr. Votaw wanted it understood that item b above referred to the general education program and not to the general studies degree program.

Dr. Zakrzewski said that the intent was to refer only to approval of general education courses not to accept anything in regard to the general studies degree program.

Dr. Tramel asked if items c and d above were duties assumed by the General Education Committee but now excepted from those duties by the Academic Affairs Committee?

Dr. Zakrzewski answered that was correct.

Dr. Edwards offered a friendly amendment to clarify Dr. Zakrzewski's motion. He moved that "The Academic Affairs Committee of the Faculty Senate assume all of the matters currently handled by the General Education Committee except for the following: (1) advisement of students enrolled in the Bachelor of General

Studies program shall remain with the Dean of Arts and Sciences; (2) student academic appeals should be taken to the Registrar's Committee designed for that purpose."

Dr. Zakrzewski accepted the amendment.

Dr. Tramel asked if the General Education Committee agreed to the proposal?

Dr. Zakrzewski replied that the committee had agreed and that Dr. Eickhoff had also recommended it. The President and Dean Thompson had also agreed.

Dr. Robertson stated that he saw two points involved. Would there be sufficient secretarial help, formerly available to the General Education Committee? Secondly, would continuity be assured in the General Education program? Dean Thompson has provided both very satisfactorily in the past.

Dr. Votaw said he thought the Academic Affairs Committee could provide continuity as it generally has a stable membership, more so than the General Education Committee has.

Dr. Frerer asked if there are certain guidelines to follow in accepting courses for the General Education program and if those guidelines would be transferred to the Academic Affairs Committee? If not, the whole standard for General Education might suddenly change.

Dr. Zakrzewski replied that the philosophy of the General Education program is contained in the General Education Handbook. That is the policy which has been followed and the Academic Affairs Committee can apply it as well as the General Education Committee.

There being no further discussion, Dr. Votaw put the question to Dr. Zakrzewski's motion as amended by Dr. Edwards and it carried.

There were no further Committee Reports.

There was no Old Business.

There was no New Business.

With no objections, Dr. Votaw adjourned the meeting at 3:55 p.m.

Respectfully submitted,

Allan Busch, Secretary

DR. SAMUAL SACKETT